

To: Prch2o@aol.com[]
Cc: CN=Alice Yeh/OU=R2/O=USEPA/C=US@EPA[]
From: CN=Carol Hemington/OU=R2/O=USEPA/C=US
Sent: Tue 7/20/2004 4:11:32 PM
Subject: Re: TAG grant

Ella:

Thank you for your response, In accordance with OMB requirements, please be sure that the 6% that you have estimated accurately measures the use of the facilities related to the TAG award, is supported by current data, and that you keep documentation in PRC's files as to how this estimate was determined. If the grant is awarded and the data changes, please let EPA know.

We will now proceed with our processing of the grant application.

Carol A. Hemington, TAG Coordinator
EPA Region 2

Prch2o@aol.com
07/19/04 05:34 PM

To: Carol Hemington/R2/USEPA/US@EPA
cc:
Subject: Re: TAG grant

In a message dated 7/19/2004 4:36:57 PM Eastern Standard Time, Hemington.Carol@epamail.epa.gov writes:
Thanks, Ella.

Will the PRC office be open to the public for review of TAG-related documents?

Carol
Carol:

Absolutely, every working day from 9 a.m. to 5 p.m. and upon special appointment in the evenings or Saturdays.

Ella

Prch2o@aol.com
07/19/04 03:07 PM

To: Carol Hemington/R2/USEPA/US@EPA
cc:
Subject: Re: TAG grant

In a message dated 7/19/2004 2:48:01 PM Eastern Standard Time, Hemington.Carol@epamail.epa.gov writes:

Ella:

Thank you for your quick response; the Fringe Benefits information looks fine.

For the "Other" category, we just need the following clarification:

1) For the Rent amount: We need the amount of the total rent and a statement as to how you determined the TAG share. It could be based on your estimate of the percentage of use of the office space for TAG activities such as using the office to disseminate TAG-related information to the public, your group's time spent preparing the newsletter, and your group's time spent managing the grant. (It needs to be based on the relative amount of TAG use vs. your group's other uses of the office space, and needs to be an integral part of accomplishing the purpose of the TAG.)

Carol: The rent is \$35,000/yr. I took 6% of this figure for the use of the facilities in order to work on the TAG grant. The 6% is an estimate based on other projects worked on during the year.

2) For the Liability Insurance amount: Is that for the building or the personnel? Again, we need the total amount of the liability insurance and a brief statement as to how you determined the TAG share.

Carol: The liability insurance is for the building and personnel. I took 6% of \$2,500 x 2 which equals \$300. Note, these figures change from year to year.

Note: We assume that during the life of the grant, when you submit quarterly claims for reimbursement, you will claim 1/4 of the \$2400 each time. It would be helpful if you could confirm this by sending that statement back to us.

Carol: Yes, you are correct.

Ella F. Filippone, Executive Director
Passaic River Coalition

As soon as we receive the above information, we can proceed with our processing of the grant application.

Carol A. Hemington, TAG Coordinator
EPA Region 2

Prch2o@aol.com
07/19/04 11:29 AM

To: Carol Hemington/R2/USEPA/US@EPA
cc: Alice Yeh/R2/USEPA/US@EPA
Subject: TAG grant

Carol/Alice:

In accordance with our 'phone conversation this morning, the following applies:

Fringe Benefits:

Vacation pay	\$371
Holidays	307
Health Insurance	122

Total	\$800
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Other:

Rent	\$2,100
Liability Insurance	300

\$2,400

Hope this does it. Best regards,

Ella F. Filippone, Executive Director
Passaic River Coalition